DOCUMENT RESUME

ED 258 673 JC 850 388

AUTHOR Shirazi, Annmarie
TITLE Report on the Summer 1983 Alternate Work Schedule. Research Monograph III.
INSTITUTION Oklahoma City Community Coll., OK.
PUB DATE Dec 83
NOTE 7p.
PUB TYPE Reports - Research/Technical (143)

EDRS PRICE MF01/PC01 Plus Postage.
DESCRIPTORS Community Colleges; *Employee Attitudes; Questionnaires; *Scheduling; School Surveys; *Summer Programs; Two Year Colleges

ABSTRACT

In summer 1983, Oklahoma City Community College (OCCC) shortened its operating hours on an experimental basis. The building was open Monday through Thursday from 7:00 a.m. to 10:30 p.m. and a half day on Friday, while instructional areas were open for the most part only Monday through Thursday. A committee was established in July to monitor and study the effects of the scheduling in terms of cost factors, student success indicators and attitude, and employee attitude and sick leave usage. The committee's findings included the following: (1) there was no significant difference in student completion rates across the past four summers; (2) 86% of the students were enrolled in one or two classes, with an even distribution of day and evening classes; (3) the elimination of Friday classes affected only 19.4% of the respondents; (4) negative student comments dealt with difficulties getting to the Testing Center and labs; (5) 25% of the students felt the shortened schedule had a positive effect on their success, study time, and commuting, while 68.1% said it had no effect at all; (6) college administrators identified twice as many benefits as problems with the scheduling; (7) faculty members were not seriously affected by the schedule; (8) classified employees indicated they had some problems with tiredness and illness due to the long hours, though sick leave figures did not show significant differences from the previous summers; and (9) there was a significant reduction in electrical usage. The study found no major difficulties with the summer schedule and some major benefits. (AYC)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

ED258673

Report on the Summer 1983 Alternate Work Schedule

Research Monograph III

Prepared by
Annmarie Shirazi
Research Office
Oklahoma City Community College

December 1983

JC 850 388

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY
A. Shirazi

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

U.S. DEPARTMENT OF EDUCATION
NATIONAL INSTITUTE OF EDUCATION
EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

☐ This document has been reproduced as received from the person or organization originating it.
☒ Minor changes have been made to improve reproduction quality.

• Points of view or opinions stated in this document do not necessarily represent official NIE position or policy.

In the summer of 1983, the college shortened its operating hours. The building was open Monday through Thursday from 7:00 a.m. to 10:30 p.m. and a half day on Friday (8:00 a.m. to noon). The instructional areas for the most part were open only Monday through Thursday with five classes being offered on a three-day time schedule.

Since these shortened summer hours were tried on an experimental basis, a committee made up of a cross-section of college employees was established early in July to monitor and study the effects of the scheduling in a number of areas. The committee looked at: Cost Factors, Student Success Indicators and Attitude, and Employee Attitude and Sick Leave Usage. Information was collected throughout the summer in an attempt to evaluate each of these areas. Surveys collected information from employees and students. Building utility costs were collected for the summer of 1982 and 1983 and sick leave usage was collected for the same two time periods.

Student information on completion rate showed that there was no significant difference between the rates of completion across the last four summers. Table I records the completion rates for the last four summers as well as the average completion rate for 1980 through 1982. A comparison of the completion rates of

TABLE I

Summer Session

	1980	1981	1982	1983
Total Completing	2,221	2,585	3,077	3,145
Total not Completing	868	944	1,164	1,283
Total Grades	3,089	3,529	4,241	4,428
Percent Completing	71.9%	73.3%	72.6%	71.0%

1980 to 1982 average completion rate = 72.6%

students enrolled in similar courses for either two, one and a half blocks or three, one hour blocks, shows no significant difference in the completion rates between the two class timings.

A survey was conducted to collect students opinions on the shortened summer week. To summarize the findings, it can be said that the majority of the students (86.0%) were enrolled in either one or two classes and there was an even distribution of students who were enrolled in day and evening classes. When reviewed separately, the day students did not respond differently than the evening students. The elimination of Friday classes affected only 19.4% of those responding. The only negative comments dealt with having trouble getting to the Test Center and the labs for extra help. Ninety-one point seven percent (91.7%) indicated they did not know anyone who had not taken classes due to the summer schedule. In terms of cost, 75% said it made no difference but 19.4% said it cost less with the four-day week. Approximately one quarter of the students responding said that the shortened schedule had a positive effect on their success, study time, and commuting, while 18.1% said it had a positive effect on their employment (68.1% said it had no effect or was not applicable).

The hours for support services were rated as acceptable or unacceptable by the students. Admissions, Financial Aids, Job Placement, Counseling, Bookstore, and the L R C received no unacceptable ratings. While unacceptable ratings ranged from 1% to 5% for the Test Center, Labs, Instructors, Food Service, and Student Activities, the supporting comments showed the problem as being in the inability to test when they wanted to especially on Fridays.

When students were asked in what length classes they learned best, their response was mixed. Thirty point six percent (30.6%) said the length of the

class was not important, the same percent (30.6%) said 1½ hour blocks, 26.4% said 3 hour blocks, and only 11.1% said one hour blocks were most effective. On the question of continuing the summer schedule next summer, students responded positively with only 8.3% saying not to continue. The overall evaluation shows that 87.5% of the students were positively or unaffected by the changed schedule.

College employees were also asked about the effects the shortened work week had on them, both personally and on their jobs. The college administrators identified twice as many benefits as problems with the scheduling. The benefit most often identified was the long weekend which was provided by having either half or all of Friday off. The problem areas were more diverse but physical tiredness and the hot building on Mondays were each indicated by more than one person. The feeling about the scheduling was relatively positive and a desire to continue it next summer was expressed.

Most faculty members were not seriously affected by the summer schedule. Those who responded felt that the experience was good and should be continued. A couple of comments indicated that the students might have an access problem when it came to the L R C and Test Center.

The classified employees indicated they had some problems with tiredness and illness due to the long hours, but a look at sick leave usage did not show any significant difference from last summer. It appears from the survey that the advantages of a series of long weekends outweighed the problems. Eighty-five point seven percent (85.7%) indicated that the alternate scheduling should be continued.

The non-teaching professionals felt tired and some felt office productivity and efficiency were affected, but the majority of those responding felt positive. They felt that the flex time should be continued.

Cost savings were looked at from two prospectives; first, the personal savings which employees and students experienced, and second, the building operating cost savings experienced by shutting down the building on Fridays.

The surveys sought information on personal cost savings. Three-fourths of the students said the schedule did not affect their costs and 19.4% said it decreased their costs. The overall indication from the employees was that about one-third felt their expenses were cut and one-half to two-thirds felt that there was no change in their expenses. Less than 10% of the employees felt they experienced an increase in expenses.

The second cost factor looked at was the utilities savings. A large portion of each building was totally turned off all day Friday. The remainder of the central portion of the building was down from noon on Fridays. Table II compares 1982 electric usage with that of 1983 for half of June and all of July and August. The usage for summer 1983 dropped to 4.87 KWH per square

TABLE II

Electricity Usage

	1982		1983	
	KWH	$	KWH	$
6-17 to 7-30	1,126,440 (306,846 sq. ft.)	$ 38,177.81	894,000 (372,096 sq. ft.)	$ 43,034.71
7-19 to 8-30	1,164,800 (306,846 sq. ft.)	$ 40,409.93	919,540 (372,096 sq. ft.)	$ 43,139.56
Total	2,291,240	$ 78,587.74	1,813.540	$ 86,174.27
	3.4¢/KWH		4.8¢/KWH	
	7.47 KWH/Sq. Ft.		4.87 KWH/Sq. Ft.	

foot of building from 7.47 KWH per square foot in 1982. This is a significant reduction in electrical usage. Unfortunately, the cost per KWH increased from

3.4¢ in 1982 to 4.8¢ in 1983; therefore, an increase in the actual dollar outlay was experienced in 1983. If the same number of KWH's were used in 1983 as in 1982, the bill would have been $22,929.60 higher.

In summary, it appears that there are no major difficulties with the alternate summer schedule and there are some major benefits to its continued use during the summers. We are not alone in our attempt to cut costs during the summers as can be seen from the article below which appeared in the November 21, 1983 issue of Administrator.

> • A FOUR-DAY WEEK will be used again this summer at Northern Illinois U. Last summer, the shortened week contributed to a $150,000 utility savings. The four-day week also proved popular with staff, 77% of whom said they preferred it over a five-day week. Normally, NIU offices are open 8 to 4:30. Under the shortened week, they are open 7:30 to 5:30. Lunch is also shortened, from an hour to 36 minutes. (Contact: John Pembroke, Director, Office of Budget and Planning, NIU, DeKalb, IL 60115.)

If you would like a copy of the full report on our summer schedule evaluation, contact the Research Office.

ERIC CLEARINGHOUSE FOR
JUNIOR COLLEGES
AUGUST 29, 1985